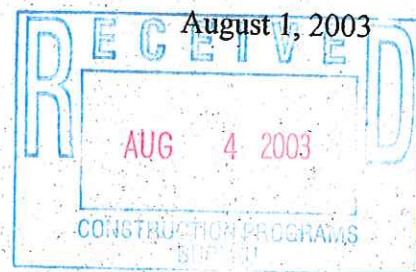




Village of Ruidoso

Rajen Patel, Project Office
 Water Quality Protection Division
 US Environmental Protection Agency: Region 6
 Mail Stop 6WQ-AP
 1445 Ross Avenue
 Dallas, TX 75202-2733



Re: 3rd Supplement
 Distribution Request #1
 Project XP 97630701-0
 Regional Waste Water Treatment Plant
 Ruidoso, NM

Dear Mr. Patel:

Pursuant to your request the following supplemental information is submitted to clarify pre and post award expenses for the subject project in connection with Disbursement Request #1:

1. Pre Award Expenses

a. Seeley & Associates	\$86,162.00
b. Molzin Corbin & Associates	\$ 1,017.00
c. Village of Ruidoso in kind expenses	<u>\$ 8,630.00</u>

Total Pre Award Expenses \$95,809.00

Village Of Ruidoso in kind Administrative expenses for salaries and benefits were calculated as follow for Pre Award period:

Seven (7) pay periods of 80 hours each, from November 3, 2002 to February 7, 2003.

- ❖ John Ramos ~ WWTP Director
 $\$43,438.00$ annual salary divided by 2,080 hours = \$20.88 per hour
 @ 10% = 4,343 = 208 hours = 12.235 hours per pay period
 Seven (7) pay periods = 85.65 hours @ \$20.88 = **\$1,788.00**
- ❖ Lorri McKnight ~ Village Manager
 $\$62,277.00$ annual salary divided by 2,080 hours = \$29.94 per hour
 @ 10% = 6,227 = 208 hours = 12.235 hours per pay period
 Seven (7) pay periods = 85.65 hours @ \$29.94 per hour = **\$2,564.00**

- ❖ Cleatus Richards ~ Deputy Manager
 $\$51,939.00$ annual salary divided by 2,080 hours = $\$24.97$ per hour
 $@ 20\% = 10,387.80 = 416$ hours = 24.47 hours per pay period
 Seven (7) pay periods – 171.32 hours @ $\$24.97 =$ $\$4,278.00$
Total Pre Award Administrative Expenses $\$8,630.00$

2. Post Award Expenses

Village Of Ruidoso in kind expenses = $\$12,329.00$

Post Award expenses for Administrative expenses are for Ten (10) pay periods of 80 hours each from February 8, 2003 through June 30, 2003 and are calculated as follows:

- ❖ John Ramos ~ WWTP Director
 $\$43,438.00$ annual salary divided by 2,080 hours = $\$20.88$ per hour
 $@ 10\% = 4,343 = 208$ hours = 12.235 hours per pay period
 Ten (10) pay periods = 122.35 hours @ $\$20.88 =$ $\$ 2,555.00$
- ❖ Lorri McKnight ~ Village Manager
 $\$62,277.00$ annual salary divided by 2,080 hours = $\$29.94$ per hour
 $@ 10\% = 6,227 = 2080$ hours = 85.65 = 24.47 hours per pay period
 Ten (10) pay periods = 85.65 hours @ $\$29.94$ per hour = $\$ 3,663.00$
- ❖ Cleatus Richards ~ Deputy Manager
 $\$51,939.00$ annual salary divided by 2,080 hours = $\$24.97$ per hour
 $@ 20\% = 10,387.80 = 416$ hours = 24.47 hours per pay period
 Ten (10) pay periods = 244.74 hours @ $\$24.97 =$ $\$ 6,111.00$
Total Post Award Expenses $\$12,329.00$

In summary the Village Of Ruidoso is requesting Disbursement of funds to Cover $\$95,810.00$ in pre award expenses and $\$12,329.00$ in post award expenses for a total of $\$108,138.00$ of which the Federal share is 55% or $\$59,476.00$.

Please contact me at 505-258-4343 or Cleatus Richards at 505-257-5545 if you require additional information or clarification regarding Disbursement Request #1.

Sincerely,



Lorri McKnight, Village Manager

Cc: Stephanie DuBois, Project Manager NMED
 Cleatus Richards, Deputy Manager Village Of Ruidoso